
STATE OF INDIANA

DEPARTMENT OF LOCAL GOVERNMENT FINANCE



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January 2003

Dear Library Directors:

The Department of Local Government Finance Library Budget Manual provides Library Directors with a guide through the local budget process. The manual covers topics such as excessive levy appeal procedures, preparation of budget forms, additional appropriation requirements and other functions of the library director.

The duties assigned to the library director are numerous and the responsibilities are broad. The goal of the Budget Division is to provide directors with a basic understanding of the budget process and how that process relates to the property tax system. It is our hope that this manual accomplishes that goal.

The Department of Local Government Finance wishes you success as you carry out the library duties required by law.

Thank you,

Melissa K. Henson, Budget Director

Paige Gilpin, Assistant Director

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